



web Services Workgroup

Minutes

Thursday, March 28, 2002

Virginia Retirement System Training Room

9:00 am – 12:30 pm

Attendance

See [“Attachment 1 - Members and Guests”](#)

Welcome and Opening Remarks

Mr. Tim Bass, Workgroup Chair, convened the meeting of the Web Services Workgroup at 9:05 am. Attendees were asked to briefly introduce themselves. Bass noted that business partners could “market” their involvement in the workgroup, but would need permission to include specific materials or participant logos in communications regarding the workgroup and its activities.

Meeting Objectives

This was the kick-off meeting for the Web Services Workgroup.

The objectives of the meeting were:

- 1) Review the draft Workgroup Charter and make appropriate modifications.
- 2) Review the current status of the Web Services “industry” specifications.
- 3) Discuss the potential business value of Web Services to the Commonwealth.

- 4) Determine an approach for evaluating Web Services technology, existing projects, and project applications.
- 5) Discuss the overall project schedule.
- 6) Determine a future meeting schedule.

Approval of minutes

Not applicable, no previous meetings had been conducted.

Agenda Topics:

1. Status of Web Services Specifications

Discusson: Bass led a discussion regarding what protocols comprise the Web Services specifications. The workgroup acknowledged that to date only SOAP and XML are part of the W3C specifications, but that WSDL was under consideration by W3C and that Gartner states WSDL as one of the standards that characterize Web Services. The Workgroup concluded that they would focus on XML, SOAP and WSDL as the primary protocols. The Workgroup felt that UDDI, WSFL and LDAP were also important protocols to be considered as a secondary priority.

ACTION: Bass will update the “Introduction” section of the Workgroup Charter to reflect the priority protocols of the Web Services specifications.

2. Draft of WORKGROUP Charter

Discusson: Bass asked the Workgroup if they had any comments regarding the draft Vision and Mission. The Workgroup indicated that the Vision should be clarified to reflect that this research effort is driving toward a “proof-of-concept” of Web Services. The Workgroup indicated that the Mission should reflect: a) the business need/issue that we are addressing; b) an evaluation of Web Services as an application development concept; and c) an evaluation of Web Services as a framework for facilitating interoperability.

ACTION: Bass (VRS), Romero (DMAS) and Lubic (DTP) will update Vision and Mission statements in Workgroup Charter.

3. Business Value of Web Services to Commonwealth

Discusson: Drawing on their experience in working with Web Services in the *Government Without Boundaries* project, Hadden (Fairfax County) emphasized the need to identify upfront the business value to be derived from Web Services. The Workgroup identified a) platform independence during data exchange and b) shared-reusable business processes as examples that may positively impact the ROI of Web Services from an enterprise perspective. It was also noted that Web Services could facilitate the integration of existing business processes or could be used in conjunction with process reengineering efforts. It was further noted that Web Services would retain their value overtime because they are based on open industry standards.

ACTION: Business value will integrated into the Mission statement in Action Item #2 above.

4. Approach to Evaluating Web Services, Existing Projects and Project Applications

Discussion: Bass led a discussion of 1) the options to approach evaluating Web Services 2) potential application candidates for Web Services; and 3) evaluation criteria for selecting potential application candidates. The Workgroup was in consensus that a two-track approach to evaluating Web Services was appropriate. Track 1 entailed looking at the results from early adopters of Web Services (e.g., Fairfax County, VCCS, etc.). Track 2 involved developing some Web Services components from scratch in support of current business applications. It was emphasized that this is not an exercise in vendor product comparison, but rather determining the value-added and technology readiness of Web Services.

The following potential Web Service development candidates were suggested:

- 1) Personal Identification Number
- 2) Medicaid Registration
- 3) Purchase of Boat
- 4) Electronic Transfer of Transcripts
- 5) Credit Card Information Collection
- 6) DOE to VRS Teacher look-up
- 7) LDAP Directory Address change
- 8) Registration of Business in Virginia
- 9) Procurement tracking by businesses
- 10) Sharing traffic and/or criminal violation information
- 11) Paperless Court document processing
- 12) Employee provisioning/deprovisioning
- 13) K12, SOL, 529, enrollment processing
- 14) Tax (wage) processing

The following criteria was stated as a baseline for selecting development candidates:

- 1) Interoperability

- 2) Reusability
- 3) Comparability
- 4) Resource requirements
- 5) Risk
- 6) Potential Business Value
- 7) Applicability

ACTION: Each member will draft a single paragraph description of each of their suggested development candidates and e-mail them to Bass, who will compile them for distribution to workgroup members. Additional development candidates can be submitted. During the upcoming meeting(s), this list will be evaluated with a goal to select applications for the pilot.

5. OVERall Project Schedule

Discusson: Bass suggested that this item be tabled until application selection and scoping was completed. It was indicated, however, that the envisioned target completion date for reporting the results of the pilot is in time for the Commonwealth of Virginia Information Technology Symposium 2002 (i.e., by 9/25). This venue could provide a means to communicate the workgroup's results to a significant Commonwealth audience; and would also provide value-added information for Agency budgeting activities.

ACTION: No action items were assigned.

6. Workgroup Meeting Schedule

Discusson: Bass indicated that due to the aggressive target completion date of the overall project, it would be prudent to conduct two meetings in April in order to select pilot applications, set overall schedule, and establish the organization of small pilot groups. The workgroup was in agreement that two Thursday meetings (beginning in mid morning) would be necessary for this purpose. Given the aggressive meeting schedule, it was also agreed that teleconferencing, as an option, would be of value to some workgroup members in order to relieve travel burdens.

ACTION: Bass will locate available meeting facilities and then announce meeting dates, place and time.

PresentationS

None

New Business/public discussion

None

Adjourn

The meeting was adjourned at 12:10 pm.

Next Meeting

Date, Location and Time to be announced. (See Agenda Topic #6 above.)

Workgroup Members

Name	Organization	E-mail	Phone	Present (x = yes)
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Guests in Attendance

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